

## **Regional Mission and Ministry Council (RMMC)**

**The responsibilities of the RMMC are laid out in the following Synodical Bylaws as follows:**

### **3.05 Regional Mission and Ministry Council**

#### **1. Authority and Make-up**

a. The Regional Mission and Ministry Council of a region shall consist of the circuit counsellors of that region and one layperson elected from each circuit of the region.

The qualifications for lay membership on a Regional Mission and Ministry Council are:

(i) active membership in a Member Congregation,

#### **Regional Mission and Ministry Council**

a. The Regional Mission and Ministry Council is the primary support structure for the regional pastor in his responsibility to deliver the services of LCC to the congregations, pastors, and deacons in the region. The administrator may also request support from the Council in the Administrator's responsibility to deliver financial services to Members in the region.

b. The Convention authorizes the Council to participate in the strategic planning process. The regional pastor shall support the Council in that responsibility and ensure that the Council fulfills that responsibility.

c. The regional pastor shall convene meetings of the Council and may chair the meetings or delegate the responsibilities of chair to others.

d. The regional pastor shall appoint a secretary either from within the Council or a person who is not a member of the Council.

### **3.06 Responsibilities**

The responsibilities of the Council are to:

a. advise the regional pastor on matters of need for providing ecclesiastical supervision, building community, and caring for members in the strategic planning process to determine the allocation of resources within the region;

b. provide a convocation for Members in the region and/or circuit to share concerns about needs that are not being met and other issues of concern and to provide opportunities for Biblical education, spiritual growth, and parish services seminars, and the like;

c. provide an important conduit for sharing information from LCC and other regions with the congregations, pastors and deacons within the region;

d. determine the expenditure of financial resources allocated to each respective region.

### **3.07 Expectations**

Each Council is expected to:

a. meet at least annually and at the request of the regional pastor,

b. be intentional about two-way sharing between the congregations and the regional pastor;

c. make decisions by consensus, not by voting,

d. comply with the Strategic Plan of LCC in the priorities of the services in the region,

e. attend the respective circuit convocations to enhance communications within the region.

Each Individual Member of the Council is expected to attend the respective circuit convocations to enhance communications with a region.

## Detailed Scope of Duties

### In General

#### The RMMC shall:

- work in consultation with the Regional Pastor (RP) and the Canadian Mission Executive (CME)
- keep a resource file of people and suggestions that may assist congregations in Word and Sacrament ministry as well as the other areas listed below
- prepare a report to be included in the Synod convention workbook for the region
- Collaborate with other regions to share ideas
- Be proactive with respect to congregational needs in the areas listed below
- In consultation with the RP, utilize individuals that may not be part of the RMMC but have a skill set in specific areas
- participate in the strategic planning process

#### The RMMC is to support the RP in delivering the following services:

- Ecclesiastical supervision
- Building community
- Caring for members
- Communication
- Budget planning
- Convocations
- Strategic Planning Process

Therefore, the following areas shall be the focus of the RMMC:

*The RMMC may create committees to facilitate the work listed below.*

### 1. Assistance Review

In this area of work, the RMMC will receive and prioritize assistance requests.

#### Duties:

- Solicit and receive, through the Circuits, requests from regional congregations and ministries (forms to be developed and provided by Synod) [Process is below.].
- Prioritize requests (see below)
- Make recommendation to the RP on suggested assistance to request from Synod congregations
- Inform those requesting assistance of the amount granted after the Synod budgeting process is complete
- In consultation with the CME, offer suggestions as to other funding sources or options to support Word and Sacrament ministry
- be proactive with respect to new mission possibilities and congregations approaching the need for assistance

#### Process for Assistance review:

- congregations submit requests for funding on forms provided, to their respective circuit
- circuit holds a meeting to review requests and prioritize them using criteria below

- circuit submits list for Assistance Review to the RMMC who then prioritizes them across the region
- the RMMC makes a final decision on priorities and the RP takes this forward to the Synod level for inclusion in the Budget
- Synod decides on a budget and amount of funding for each region
- the RMMC decides on the allocation based on the priorities they set and the funding approved by Synod

### **Criteria for assessing priorities**

Recognizing that funding may not be available for all requests, the RMMC shall prioritize the requests received in the following manner:

- Determine the viability and vitality of each request. A congregation in a remote area far from other LCC congregations may be considered more vital than a congregation in an area with other LCC congregations in close proximity. Even though neither one is viable without financial assistance, the remote congregation is more vital and would have a higher priority. This is true even if it is smaller in number.

In addition, the following order shall be considered:

- The first priority for funding is Word and Sacrament ministry in a local congregation
- The second priority for funding are things that directly lead people into Word and Sacrament ministry in a local congregation
- The third priority would be things we would like to do if funding is available

## **2. Congregational Services**

In this area of work, the RMMC will be a support and resource to the RP and congregations in areas of catechises, worship, Sunday School, stewardship, music, officer training and the like.

- plan circuit events to educate and support congregations in those areas
- work to implement Synod initiatives in these areas

## **3. Social Ministry**

In this area of work, the RMMC will be a support and resource to the RP and congregations in areas of social ministry and acts of mercy.

### **Duties:**

- Plan circuit events to educate and support congregations in social ministry
- Work with related organizations such as CLWR
- publicize and encourage support of what individual congregations or circuits are doing in social ministry

## **4. Communication**

In this area of work, the RMMC will be a support and resource to the RP and congregations in areas communication.

### **Duties:**

- Receive information from the RP, CME, and Synod to distribute to the region
- Keep the Synod Communication Director informed about regional news

## **5. Budgeting**

In this area of work, the RMMC will present the financial needs of the region to the RP for Synod consideration in their budgeting process.

### **Duties:**

- work in consultation with the RP, Administrator and the CME
- prepare budget requests considering each of the above areas

## **6. Convocation Planning**

In this area of work, the RMMC will Work in consultation with the RP and the CME to plan and implement a Regional Convocation.

### **Duties:**

- Work to fulfill Statutory Bylaws Article XVI Regions and Circuits:

16.04 It is expected that each region and that each circuit will hold a convocation at least once every Convention cycle.

16.05 Topics to be discussed at convocations may include doctrinal essays; stewardship education; mission outreach; evangelism training, Sunday school teacher training and support; ministry support; and the like.